



# Punjab Government Gazette

## EXTRAORDINARY

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### GOVERNMENT OF PUNJAB

DEPARTMENT OF HOUSING & URBAN DEVELOPMENT

(Housing -1 Branch)

### NOTIFICATION

The 30th March, 2021

**No.01/03/2021-2HG1/552.**-With evolving technologies and accelerating pace of urban development, the administrative restructuring of the Department has been felt necessary to segregate Developmental and Regulatory roles within the department and to bring Planning, Licensing, Regulatory and Enforcement under one umbrella. The Governor of Punjab is pleased to order with immediate effect the re-organization of the Directorate of Town & Country Planning as below:-

- (1) The re-organization shall comprise of abolishing 101 posts of different cadres and creating 175 new posts. The total existing sanctioned staff strength of the department on restructuring shall be as outlined at Annexure-1 enclosed, who shall be under the administrative control of Director, Town & Country Planning and their salary shall be drawn from Government Treasury as per the budgetary allocation as approved by Finance Department from time to time. The salary of the staff, posted in PUDA from Directorate of Town & Country Planning, shall be drawn from the Punjab Urban Planning and Development Authority (PUDA), S.A.S. Nagar.
- (2) There shall be a separate position of Director, Town and Country Planning, Punjab who shall be the In-charge of the Planning along with Licensing, Regulatory and Enforcement functions in the State.
- (3) The Director, Town and Country Planning, Punjab may delegate some powers to the concerned Chief Administrators of the Urban Development Authorities for efficient functioning particularly for regulatory works at local levels for time being.
- (4) The Director, Town and Country Planning, Punjab shall be supported by two Chief Town Planners. One post of Chief Town Planner, Punjab mainly for Planning, Licensing, Technical approval, Administrative work, etc for State of Punjab and other post of Chief Town Planner (PUDA) at the Punjab Urban Planning and Development Authority (PUDA), S.A.S.Nagar, mainly for Regulatory and Enforcement work.
- (5) The reorganized structure shall have a State Headquarter, namely, Director, Town and Country Planning, Punjab, with the following staff:-

S. No.	Post	No. of Posts
1	Director, Town and Country Planning, Pb.	1
2	Chief Town Planner, Punjab	1
<u>Technical staff:-</u>		
3	Senior Town Planner	5
4	District Town Planner	5
5	Assistant Town Planner	10
6	Planning Officer	16
7	Remote Sensing & GIS officer	7
8	Senior Planning Draftsman	2
9	Draftsman	3
10	Junior Draftsman	3
11	Patwari	3
<u>Ministerial staff:-</u>		
12	Deputy Controller (F & A)	1
13	Superintendent Grade-I	2
14	Superintendent Grade-II	2
15	Personal Assistant	2
16	Sectional Officer	2
17	Senior Assistant	10
18	Accountant	2
19	Senior Scale Stenographer	7
20	Junior Scale Stenographer	6
21	Clerk (Legal)	4
22	Clerk	30
23	Steno typist	14
24	Restorer	6
25	Driver	18
26	Head Peon	2
27	Peon	43
<b>TOTAL</b>		<b>207</b>

NOTE: The staff deputed for Punjab Bureau of Investment Promotion (Invest Punjab) and for offices of District Town Planner (Regulatory) are shown separately. The Superintendent Grade-I posted in State Headquarter shall be designated as Establishment Officer.

(6) The office of Chief Town Planner (PUDA) at the Punjab Urban Planning and Development Authority (PUDA), S.A.S. Nagar shall comprise the following technical staff along with a Personal Assistant from Directorate of Town & Country Planning, (whose salaries shall be drawn from PUDA):-

S.No.	Post	No. of Posts
1	Chief Town Planner (PUDA)	1

2	Senior Town Planner	1
3	District Town Planner	3
4	Assistant Town Planner	3
5	Planning Officer	6
6	Senior Planning Draftsman	1
7	Draftsman	1
8	Junior Draftsman	1
9	Patwari	1
10	Personal Assistant	1
<b>Total</b>		<b>19</b>

**NOTE:** The infrastructure and rest of staff as per requirement from time to time, shall be provided by the Punjab Urban Planning and Development Authority(PUDA).

(7) There shall be a post of Senior Town Planner (PBIP) from Directorate of Town & Country Planning Punjab as representative of the Department of Housing and Urban Development for Punjab Bureau of Investment Promotion (Invest Punjab) work, who shall be posted at State Headquarter and shall be monitored by the Chief Town Planner, Punjab. The office of Senior Town Planner (PBIP) at Bureau of Investment Promotion (Invest Punjab) shall comprise the following technical staff along with a Senior Scale Stenographer from Directorate of Town & Country Planning, (whose salaries shall be drawn from State Headquarter):-

S. No.	Post	No. of Posts
1	Senior Town Planner(PBIP)	1
2	District Town Planner	1
3	Assistant Town Planner	1
4	Planning Officer	2
5	Senior Planning Draftsman	1
6	Patwari	1
7	Senior Scale Stenographer	1
<b>Total</b>		<b>8</b>

**NOTE:** The infrastructure and rest of staff as per requirement from time to time, shall be provided by Punjab Bureau of Investment Promotion (PBIP).

(8) There shall be six offices of Circle Head, namely, Senior Town Planner at S.A.S Nagar, Amritsar, Jalandhar, Patiala, Ludhiana, Bathinda District, whose work shall be monitored by the Chief Town Planner, Punjab. The Headquarters and Jurisdictions of the six Circle Head Offices shall be as under: -

Post	HQ	Jurisdiction District
Senior Town Planner	1. S.A.S.Nagar	S.A.S.Nagar, Fatehgarh Sahib and Rupnagar.
	2.Ludhiana	Ludhiana, Ferozepur and Moga.
	3. Amritsar	Amritsar, Gurdaspur, Pathankot and Tarn Taran
	4. Jalandhar	Jalandhar, Hoshiarpur, Kapurthala and S.B.S.Nagar.
	5. Patiala	Patiala, Sangrur and Barnala.
	6. Bathinda	Bathinda, Mansa, Faridkot, Fazilka and Shri Mukatsar Sahib

Whereas, the typical staff strength of six offices of Circle offices of Senior Town Planner shall be as below:-

S. No.	Post	No. of Posts
1	Senior Town Planner	1
<u>Technical staff:-</u>		
2	Assistant Town Planner	1
3	Planning Officer	1
4	Senior Planning Draftsman	1
5	Draftsman	1
6	Junior Draftsman	1
<u>Ministerial staff:-</u>		
7	Superintendent Grade-I	1
8	Senior Assistant	1
9	Accountant	1
10	Senior Scale Stenographer	1
11	Clerk	2
12	Steno typist	1
13	Driver	1
14	Peon	3
15	Sweeper-cum-Chowkidar	1
<b>Total</b>		<b>18</b>

(9) There shall be six district level offices, namely, District Town Planner(Planning) for Planning, licensing and other approval works. The Headquarters and Jurisdictions of these Offices shall be as under: -

Post	HQ	Jurisdiction District
District Town Planner (Planning)	1. S.A.S.Nagar	S.A.S.Nagar
	2. Amritsar	Amritsar
	3. Jalandhar	Jalandhar
	4. Patiala	Patiala
	5. Ludhiana	Ludhiana
	6. Bathinda	Bathinda

Whereas, the typical staff strength of the District Town Planner(Planning) offices shall be as below:-

S. No.	Post	No. of Posts
1	District Town Planner	1
<u>Technical staff:-</u>		
2	Assistant Town Planner	2
3	Planning Officer	3
4	Senior Planning Draftsman	1
5	Junior Engineer	3

6	Draftsman	1
7	Junior Draftsman	2
8	Patwari	1
<u>Ministerial staff:-</u>		
9	Superintendent Grade-II	1
10	Senior Assistant	1
11	Junior Scale Stenographer	1
12	Clerk	2
13	Steno typist	1
14	Driver	1
15	Peon	3
16	Sweeper-cum-Chowkidar	1
<b>Total</b>		<b>25</b>

(10) stations for regulatory and enforcement works, with the following staff from Directorate of Town & Country Planning (whose salaries shall be drawn from State Headquarter): -

S. No.	Post	No. of Posts					
		The Headquarters and Jurisdictions	District S.A.S.Nagar	District Ludhiana	District Amritsar	District Jalandhar	District Patiala
1	District Town Planner(Regulatory)	1	1	1	1	1	1
2	Assistant Town Planner	4	4	3	3	3	3
Total		5	5	4	4	4	4

NOTE: (i) Four Junior Engineers and four Clerks for each aforementioned office shall also be provided by PUDA.

(ii) The Office Space, infrastructure and any other staff as per requirement from time to time, shall also be provided by PUDA

(11) There shall be sixteen other district level offices, namely, District Town Planner(Planning & Regulatory) for Planning, Licensing, approval work along with Regulatory and Enforcement work. The Headquarters and Jurisdictions of these offices shall be as under: -

Post	HQ	Jurisdiction District
District Town Planner (Planning & Regulatory)	1. Fatehgarh Sahib	Fatehgarh Sahib
	2. Rupnagar	Rupnagar
	3. Ferozepur	Ferozepur
	4. Moga	Moga
	5. Gurdaspur	Gurdaspur
	6. Pathankot	Pathankot
	7. Tarn Taran	Tarn Taran

8. Hoshiarpur	Hoshiarpur
9. Kapurthala	Kapurthala
10. S.B.S.Nagar	S.B.S.Nagar
11. Sangrur	Sangrur
12. Barnala	Barnala
13. Mansa	Mansa
14. Faridkot	Faridkot
15. Fazilka	Fazilka
16. Shri Mukatsar Sahib	Shri Mukatsar Sahib

Whereas, the typical staff strength of offices of District Town Planner(Planning & Regulatory) shall be as under:-

S. No.	Post	No. of Posts
1	District Town Planner	1
<u>Technical staff:-</u>		
2	Assistant Town Planner	2 (including one for Enforcement)
3	Planning Officer	1
4	Senior Planning Draftsman	1
5	Junior Engineer	1
6	Draftsman	1
7	Junior Draftsman	1
8	Patwari	1
<u>Ministerial staff:-</u>		
9	Senior Assistant	1
10	Junior Scale Stenographer	1
11	Clerk	2
12	Steno typist	1
13	Peon	2
14	Sweeper-cum-Chowkidar	1
<b>Total</b>		<b>17</b>

NOTE: (i) Three Junior Engineers and one clerk for each aforementioned office shall also be provided by PUDA.

(ii) The infrastructure and other staff as per requirement from time to time, shall also be provided by PUDA.

This is issued with the concurrence of the General Administrative Department (Cabinet Affair Branch), issued vide No.1/58/2021-1Cabinet/1789 Dated 02 March, 2021.

The suitable amendments in the Departmental Service Rules, wherever necessary shall be made by the Department separately.

**SARVJIT SINGH**

Chandigarh  
The 22nd March, 2021

Principal Secretary to Government of Punjab,  
Department of Housing and Urban Development.

## Annexure-1

**DIRECTORATE OF TOWN AND COUNTRY PLANNING, PUNJAB**

The total existing sanctioned staff strength along with detail of Created and surrendered Posts of the department on restructuring are as below: -

S. No.	Name of Posts	Existing Strength	Surrendered post	Created post	Total Rationalized strength
1	Director, Town and Country Planning	-	-	1	1
2	Chief Town Planner	2	-	-	2
3	Senior Town Planner	13	-	-	13
4	District Town Planner	22	-	15	37
5	Assistant Town Planner	68	-	16	84
6	Planning Officer	101	37	-	64
7	Deputy Controller (F & A)	-	-	1	1
8	Superintendent Grade-I/ Establishment Officer*	2	-	6	8
9	Superintendent Grade-II	21	13	-	8
10	Senior Planning Draftsman	23	-	9	32
11	Draftsman	34	2	-	32
12	Junior Engineer	-	-	34	34
13	Sectional Officer	-	-	2	2
14	Remote Sensing & GIS officer	-	-	7	7
15	Senior Assistant	25	-	13	38
16	Accountant	7	-	1	8
17	Personal Assistant	1	-	2	3
18	Senior Scale Stenographer	7	-	7	14
19	Junior Draftsman	48	10	-	38
20	Clerk (Legal)	-	-	4	4
21	Patwari	22	-	5	27
22	Clerk	56	-	30	86
23	Junior Scale Stenographer	22	-	6	28
24	Steno typist	30	-	12	42
25	Restorer	2	-	4	6
26	Research Officer	7	7	-	-
27	Area Investigator	12	12	-	-
28	Field Investigator	20	20	-	-
29	Driver	30	-	-	30
30	Head Peon	2	-	-	2
31	Peon	111	-	-	111
32	Sweeper-cum-Chowkidar	28	-	-	28
	<b>TOTAL</b>	<b>716</b>	<b>101</b>	<b>175</b>	<b>790</b>

Dated,  
Chandigarh: 22.03.2021

Sarvjit Singh  
Principal Secretary to Government of Punjab,  
Department of Housing and Urban Development.